

# ~ MINUTES ~

## REGULAR MEETING ~ BOARD OF DIRECTORS

MARY WALKER SCHOOL DISTRICT NO. 207

August 15, 2016 ~ 5:00pm ~ Springdale, WA 99173

MEMBERS PRESENT	GUEST(S) PRESENT	MEMBER(S) ABSENT
Beckman, Diana (Vice-Chair) Canfield, Jeffrey (Chair) Gilbert, Amy Scott, James Turner, Justyn Jacka, Kevin (Secretary)	B. Avila L. Dretke T. Holsten R. Holsten	S. McIsaac B.K. Sulgrove S. Thams D. Watts n/a

The Regular Meeting was called to order in the Mary Walker High School Library by J. Canfield at 5:07pm and was followed by a flag salute and Pledge of Allegiance, recited by all present. There were two additions and one typographical deletion to the Agenda (Additions: Annual Operating Authorization for Mary Walker Alternative High School for 2016-2017 School Year, and Sale/Trade-In of School Bus to Harlow's Bus Sales; Deletion: Resignation of Brittany Erickson).

### APPROVAL OF MINUTES

- D. Beckman made a motion to approve the Minutes of the July 18, 2016 Regular Meeting, as submitted; A. Gilbert seconded; motion carried.

### SPRINGDALE ACADEMY (J. Axtell, presented at Annual Board Retreat)

- Annual Report / Update – including request for authorization of operation of Springdale Academy for the 2016-2017 school year (see Attachment #1).

### MARY WALKER PROMISE (J. Palmer, presented at Annual Board Retreat)

- Entity Name Change Update (S. McIsaac) – to Mary Walker Promise (MWP); Board recently (June 20, 2016) approved name change to Mary Walker Promise Program (MWPP); recommend approval.
- Annual Update (see Attachment #2, Items #1, #4, #5 and #6); Item #1 provided; information not available for review for Items #4, #5, and #6.
- Request for authorization of operation for the 2016-2017 school year; information not available for review.

### MARY WALKER ALTERNATIVE HIGH SCHOOL (M. Cobb, presented at Annual Board Retreat)

- Annual Report / Update (verbal) – including request for authorization of operation of Mary Walker Alternative High School for the 2016-2017 school year.

### BUSINESS MANAGER'S REPORT

S. McIsaac presented briefly on the following and answered questions from the Board:

- Monthly Budget Report.

### SUPERINTENDENT'S REPORT

K. Jacka reported on the following:

- Board Policy / Procedure(s): 2<sup>nd</sup> Reading
  - #4218 & #4218P: Community Relations: Language Access Plan
- Board Policy / Procedure(s): 3<sup>rd</sup> Reading
  - #2161 & 2161P: Instruction: Special Education and Related Services for Eligible Students; Board would like to use job titles, not individual's names throughout document(s), and requested copy of old policy and procedure for comparison purposes.

- Staff Changes(s):
  - New Hire(s): Recommend approval of all:  
 Catherine Konzal (Accounting Specialist)  
 Lisa Hixson (School Nurse)  
 Kaysha Lybecker (ParaPro)  
 Jody Olmstead (ParaPro)  
 Wendy Turner (ParaPro)  
 Jennifer Sack (ParaPro)  
 Crystal Miller (ParaPro)
- Other:
  - Mary Walker Alternative High School – recommend acceptance of 2015-2016 Annual Report, and recommend approval of request for authorization of operation for the 2016-2017 school year.
  - Springdale Academy – recommend acceptance of 2015-2016 Annual Report, and recommend approval of request for authorization of operation for the 2016-2017 school year (per Attachment #1).
  - Entity Name Change – Mary Walker Promise (MWP); recently changed to Mary Walker Promise Program (MWPP); recommend approval.
  - MWP (see Attachment #2) - Item #1 provided; therefore, recommend acceptance of Annual Update; information not available for review for Items #4, #5, and #6; therefore, no recommendation.
  - Cross Country Combo. with Wellpinit School District Proposal – no recommendation.
  - Sale/Trade-In of School Bus to Harlow’s Bus Sales – trade-in non-licensable school bus in exchange for ‘new’ engine for an existing licensed bus; recommend approval.
- Donation(s):
  - 8<sup>th</sup> Graders’ Parents; Cash/Check; \$947.32; 8<sup>th</sup> Grade Seattle Trip students; recommend acceptance.
- Accounts Payable (August 2016) ; recommend approval:
 

○ Gen Fund #1	Warrant numbers	158744	through	158766	\$ 21,735.85
○ Gen Fund #2	Warrant numbers	158770	through	158787	\$ 34,703.32
○ Gen Fund #3	Warrant numbers	158690	through	158704	\$ 451,941.60
○ Gen Fund #4	Warrant numbers	158770	through	158787	\$ 34,703.32
○ ASB – HS #1	Warrant numbers	158686	through	158687	\$ 3,039.72
○ ASB – HS #2	Warrant numbers	158767	through	158769	\$ 2,118.17
○ ASB – K8 #1	Warrant numbers	158688	through	158689	\$ 498.14
- Payroll; recommend approval:
 

○ August 2016 (#1)	Warrant numbers	158788	through	158794	\$ 415,651.61
○ August 2016 (#2)	Warrant numbers	158795	through	158820	\$ 134,971.04

**PUBLIC FORUM**

- Laurie Dretke (S.T.O.P. Coalition) provided an annual overview / update to Board members, and expressed appreciation for the District’s support.

**PLANNING AND DISCUSSION**

- Mandatory OPMA Training for all Board Members – status; no progress to report (J. Turner is now in violation of compliance with the OPMA Act).
- Levy Strategic Plan – need to establish a committee of community members and 1 or 2 Board members; meeting scheduled for 5:30pm on Sept. 19, 2016; a resolution of intent to run a M&O levy, along with a letter containing a Pro/Con explanatory statement (per RCW) must be filed with Stevens County no later than Dec. 16, 2016 for the Feb. 14, 2017 Special Election.

**EXECUTIVE SESSION**

As presiding officer, J. Canfield announced the intent of the Board to enter into an Executive Session not to exceed 60 minutes for the purpose of reviewing two separate employee performance issues; the Board entered into Executive Session for this purpose at 5:39pm. The regular meeting re-convened at 6:39pm. No motions were made during the Executive Session.

**BUSINESS**

- J. Turner made a motion to approve the hiring of Catherine Konzal, Lisa Hixson, Kaysha Lybedker, Jody Olmstead, Wendy Turner, Jennifer Sack and Crystal Miller, as noted herein; A. Gilbert seconded; motion carried.
- J. Turner made a motion to accept the Mary Walker Promise (Attachment #2, Item #1), Mary Walker Alternative High School and Springdale Academy Annual Reports (Attachment #1); J. Scott seconded; motion carried.
- J. Turner made a motion to authorize the operation of Mary Walker Alternative High School and Springdale Academy for the 2016-2017 school year, as noted herein and attached; J. Scott seconded; motion carried.
- D. Beckman made a motion to approve the entity name change to Mary Walker Promise, as noted herein; A. Gilbert seconded; motion carried.
- A. Gilbert made a motion to sell/ trade-in non-licensable school bus in exchange for ‘new’ engine for an existing licensed bus; J. Turner seconded; motion carried.
- No motion was entertained to approve and/or accept the Mary Walker Promise (Attachment #2, Items #4, #5 and #6), or its authorization of operation for the 2016-2017 school year.
- J. Turner made a motion to enter into a Cross Country Combo. with Wellpinit School District; motion was not seconded; motion failed.

**BILLS AND PAYROLL**

- D. Beckman a motion to approve the August 2016 Accounts Payable, as submitted; J. Turner seconded; motion carried.
- J. Scott made a motion to approve the August 2016 Payroll, as submitted; A. Gilbert seconded; motion carried.

**OTHER BUSINESS**

Nothing to report.

**ADJOURNMENT**

J. Scott made a motion to adjourn at 6.44pm; A. Gilbert seconded; motion carried.

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Tina L. Holsten, Clerk

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Board Secretary

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Board Chair (or Vice-Chair)

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**MARY WALKER SCHOOL DISTRICT NO. 207**

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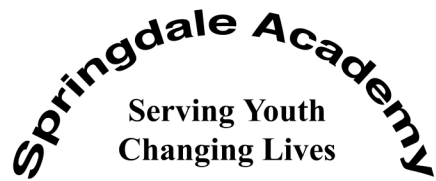
**Attachment #1**

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**Springdale Academy**

(John Axtell, Volunteer Director)

(4 pages following)



August 3, 2016

To: Jeffrey Canfield, James Scott, Amy Gilbert, Justyn Turner, Diana Beckman

CC: Kevin Jacka, Matt Cobb

From: Linda and John Axtell

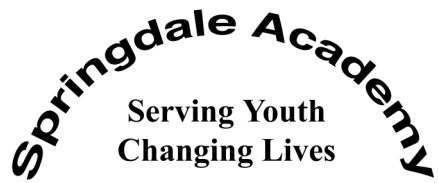
The attached annual report is submitted as required by law for your review.

The Academy requests that the board authorize its operation as a K - 12 ALE program for the 2016 - 2017 school year.

We look forward to answering any questions you may have.

Sincerely,

Linda and John Axtell



**Annual Report to  
The Mary Walker School Board**

August 15, 2016

Submitted by: John Axtell, Volunteer Coordinator  
Kevin Jacka, Superintendent

This annual report is submitted to the Mary Walker School Board as required by WAC 392-121-182.

We ask that this report be noted in the Board Minutes and that the board approve the operation of the Academy for the 2016 to 2017 school year.

Following are the questions that the annual report must address as specified in WAC 392-121-182 (5) and the Academy's response.

- (i) *Results of any self-evaluations conducted pursuant to subsection (7) of WAC 392-121-182 (g);*

**Response:**

The Academy's Student Learning Plan reflects the needs of the student and takes into account the causes of problems the student displays as well as developing a program that maximizes the student's potential of changing the factors causing the student to not achieve the full potential possible. The Academy, when necessary, revises a Student Learning Plan so that appropriate treatment recommended by professionals takes precedence over traditional schoolwork.

Academy students have a wide variety of learning skills and styles. To better understand how the Academy can address the needs of students, the Academy has made a significant effort researching how the brain functions and how the functioning of the body relates to brain functions. As all student's physical and cognitive functions develop differently, grades are based on effort rather than meeting certain academic requirements within a specified timeframe.

The Academy does not have all the expertise needed to address the needs of students and thus works closely with local and nationally recognized professionals in their respective disciplines in the development of Student Learning Plans as needed.

Our effort to determine the root causes of student difficulties is a very difficult and time consuming task requiring us to learn about areas specific, and usually unique, to the student. Determining the best way to address the issues discovered takes even more time and necessitates learning how to develop an appropriate Student Learning Plan working with professionals in many different fields.

- (ii) *Documentation of alternative learning experience student headcount and full-time equivalent enrollment claimed for basic education funding;*

**Response:**

1. Headcount ranged from 7 in September to 9 in June.
2. FTE claimed for enrollment was 6.4.
3. 55% of our students resided in our district, 45% out of district.

- (iii) *A description of how certificated and classified staff are assigned program management and instructional responsibilities that maximize student learning, including the ratio of certificated instructional staff to full-time equivalent students;*

**Response:**

1. Certificated staff are assigned responsibilities to maximize student learning by conducting needed research, program planning and administration, and by providing individual instruction and evaluation to parents and students as needed.
2. This year's ratio of staff to full-time equivalent students was 6.4 FTE students to 0.483 teacher.

- (iv) *A description of how a written student learning plan pursuant to subsection (4) of this section, is developed, and student performance supervised and evaluated, by certificated staff;*

**Response:**

1. Written student learning plans are developed by the certificated teacher working with the parent(s) and student to develop a plan that will enable the student to move forward toward the defined goals established by the parent and student.
2. As required by law a Student Learning Plan is developed prior to the enrollment of the student or, in the case of continuing students, the first day of the school year. Rather than have a student learning plan that specifies specific texts with specific weekly or monthly goals, Academy plans focus on the adaptability of the plan to meet, on a continuing basis, the needs of the student in order to achieve success.
3. Evaluations are done over the phone, Internet, or in person as needed or required by law.
4. A year end evaluation is conducted and grade, promotion / retention recommendations made to the Superintendent.
5. In accordance with the law the Academy is required to determine:
  - i. if the Academy is an appropriate alternative for the student. Only those students whose family situation, personal characteristics, and abilities indicate the Academy may be capable of meeting the student's needs are accepted and
  - ii. if a student is progressing satisfactorily. A certificated teacher does so monthly.

- (v) *A description of how the program supports the district's overall goals and objectives for student academic achievement;*

**Response:**

- A. The Academy's programs support the district's overall goals and objectives for student academic achievement by:
1. offering programs that directly enable, reward, and hopefully motivate students to progress toward their individual goals.
  2. offering a K - 10 math sequence that ensures each student will pass the admissions test to state community colleges in the pathway the student chooses. This enables all students to be academically prepared to, if desired, participate in Running Start during their 11<sup>th</sup> and 12<sup>th</sup> grade programs.

3. preparing all students to enter an appropriate post-high school educational program or career path preparing them for their future academic pathways or career until they are 21 on August 31<sup>st</sup>. Such preparation includes test preparation for the placement tests used for admission to apprentice programs, community colleges, PSAT 8/9, PSAT, NMSQT and SAT. The speed with which a student progresses through the math pathway may be delayed or modified for students not preparing for the Running Start Program to ensure that the student's math program meshes with the student's post high school plans.
  4. Students are allowed to take more than one calendar year to complete a grade, especially in the 7<sup>th</sup> and 8<sup>th</sup> grades and in high school, to attain mastery of skills and content required for success in subsequent courses and grades. Students may take more than the traditional five to seven courses during a semester and courses may last only one, or less, quarter or may cover more than one quarter.
  5. assisting all students who may qualify for the College Bound Program to enroll in the program. Every Academy student who may qualify has enrolled. Students who qualify for the College Bound Scholarship are encouraged to prepare to meet the entrance requirements of their chosen academic path.
  6. encouraging some students to consider preparing for the Running Start Program. Except for those considering a degree that requires 5 years, the Academy believes that for those qualifying for the College Bound Scholarship participating in Running Start may not be advisable.
  7. offering all students the opportunity to prepare for and take a number of Advanced Placement tests.
- B. The Academy is responsible for researching the most effective ways to meet the diverse educational needs of students with different learning styles, parents with different teaching styles, and student's with vastly different interests and intellectual abilities to prepare them for their future. Unlike the typical contract based program, the Academy does not have a set curriculum for each grade and subject. While allowing parental input, parents are not allowed to choose curriculum.
- C. The Academy accepts students that have been expelled from K-8 and 9-12 schools and students with various mental capacities from low to high. The academy collaborates with many professionals to address challenges ranging from ADD to Manic Depressive and Schizophrenia as well as serious cognitive problems such as visual, auditory, and processing speed problems. Students may have been expelled for selling drugs in school, biting a principal, disrupting a class on a continual basis, violating school policies regarding weapons, being a registered sex offender, and / or excessive violence.
- D. The Academy accepts students who have demonstrated an inability to benefit from the traditional classroom setting and traditional textbooks / curriculum resources because they are too smart and the work is not challenging, are unable to pay attention, or other problems that have not been able to be satisfactorily addressed in a traditional or home school setting. The Academy is one method the district utilizes to serve students that require much more time and many more and different methods and / or resources than are available in other educational paradigms offered by the district.
- E. The Academy is continually making curriculum decisions that may significantly change the approaches used to prepare students for their futures. The Board's academic objectives obligate the Academy to prepare students for jobs that do not yet exist but for which we know some of the foundational skills that will be required.



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**Attachment #2**

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**Mary Walker Promise Program**

(formerly MWPP/DEC-MWPPP)

(Jaime Palmer, Director)

(no attachments provided)

1. 2015-2016 Annual Report to the Board.
2. Approve consolidating two programs (MWPPP and DEC-MWPPP), as laws/RCWs no longer require differential funding nor contact. – MWSD Board approved June 20, 2016
3. Changing Program Entity Name to Mary Walker Promise Program per suggestions of OSPI, as Parent Partnerships are no longer a distinguished model in ALE WAC definition, and Parent Partnerships raise red flags simply per title. – MWSD Board approved June 20, 2016
4. Approval of 2016-2017 enrollment packets, calendar (which shall follow Mary Walker School District calendar), all forms pertaining to MWPPP/DEC-MWPPP, all inventory and inventory discards.
5. Approve Inexhaustive materials and Curriculum list.
6. Approve 2016-2017 policy and high school handbook.